

UNITED STATES DISTRICT COURT FOR THE  
WESTERN DISTRICT OF TENNESSEE

PUBLIC NOTICE OF

**Amendment to Local Rule 83.7, “SUBMISSION OF COURT PAPERS” paragraph (a),  
“Filing Complaint”**

New language is underlined **bolded**.

- (a) (1) Filing Complaint. An attorney or pro se litigant shall file an original and two copies of an original complaint on 8 ½ x 11". The clerk shall forward one copy to the judge who draws the case, the other copy to the assigned magistrate judge.
- (2) Service of process will not be issued upon the filing of a non-prisoner pro se complaint when a filing fee is paid pending review of the complaint's merit under 28 U.S.C. §1915(e)(2). This statutory provision mandates that whether or not a filing fee is paid, the court SHALL dismiss a case at any time upon the court's determination that any of the § 1915(e)(2) provisions are met.
- (3) It is required that a Form JS-44 Civil Cover Sheet, available from the Clerk's Office or from the court's web site at [www.tnwd.uscourts.gov](http://www.tnwd.uscourts.gov) be completed by plaintiff/plaintiff's counsel and submitted at the time of filing.

The full version of the revised Local Rules is posted on the court's web site at [www.tnwd.uscourts.gov](http://www.tnwd.uscourts.gov). This rule becomes effective immediately.